



National Association of Activity Professionals
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Code of Ethics for Activity Professionals

Preamble:

The National Association of Activity Professionals and its members are dedicated to providing activity services and programs, which meet the unique needs and interests of the individuals they serve.

Principles:

- I. **Conduct:** The Activity Professional shall maintain high standards of personal conduct and professional integrity at all times. The Activity Professional shall treat colleagues with professional courtesy. The Activity Professional shall obey the By-Laws and Code of Ethics governing all professional associations to which he/she belongs.
- II. **Dignity/Rights:** The Activity Professional shall treat the clients/residents, members of the interdisciplinary team, and professional peers with regard towards personal dignity at all times. The Activity Professional shall respect and protect the rights -- civil, legal, and human -- of the clients/residents, members of the interdisciplinary team, and professional peers at all times. The Activity Professional shall work through appropriate channels to protect the rights of clients/residents and report abuse and exploitation to his/her supervisor immediately.
- III. **Confidentiality:** The Activity Professional shall treat any information about clients/residents, members of the interdisciplinary team, and professional peers as confidential. Information about clients/residents that must be shared with members of the interdisciplinary team and volunteers in the course of care shall be exchanged in a professional manner. The Activity Professional shall not discuss clients/residents and/or their families when out in public and will abide by HIPAA regulations.
- IV. **Empowerment:** The Activity Professional shall enable clients/residents to participate in the planning and implementation of their care, as well as making independent medical, legal, and financial decisions. The Activity Professional shall mentor professional peers and promote each colleague's leadership role.
- V. **Participation:** The Activity Professional shall enable clients/residents to maximize their potential in activity participation through adaptation, cues/prompts, protection from undue interruption, and assistance in rescheduling of other events that may interfere with the client's/resident's ability to participate in activities of their choice.

- VI. Record Keeping: The Activity Professional shall maintain client/resident records in an accurate, confidential, and timely manner. The Activity Professional shall follow facility policies and procedures in the formatting of such records. In the absence of facility policy the appropriate state and/or federal guidelines shall be followed. The Activity Professional shall not falsify any documents pertaining to official clinical records of clients/residents and his/her professional associations.
- VII. Professional: The Activity Professional shall participate in continuing education opportunities, strive for professional competence and excellence in all matters, ensure accurate resumes, and differentiate between personal comments/actions, official NAAP positions and/or official positions of other associations to which he/she belongs. The Activity Professional shall encourage professional peers and colleagues to participate in professional associations and accept leadership roles.
- VIII. Supervisory: The Activity Professional shall treat persons he/she may supervise with dignity and respect, protect their rights, and provide accurate and fair evaluations.
- IX. Communication: The Activity Professional shall strive to maintain open channels of communication with administration, other departments, families, clients/residents, and professional peers. The Activity Professional shall strive for accurate and truthful communication in all interactions.
- X. Provision of Services: The Activity Professional shall provide programs – regardless of race, religion (or absence thereof), ethnic origin, social or marital status, sex or sexual orientation, age, health status, or payment source – which assist the client/resident in achieving and maintaining the highest practicable level of physical, intellectual, psychosocial, emotional, and spiritual well-being.
- XI. Legal: The Activity Professional shall comply with all applicable federal, state, and local laws regarding the provision of services to clients/residents, professional peers, and colleagues.
- XII. Professional Associations(s): The Activity Professional shall comply with the By-Laws, Policies and Procedures, Standards, and Code of Ethics of the professional association(s) to which he/she belongs. The Activity Professional shall provide leadership and/or services to the associations to which he/she belongs without expectations of financial gain.

Adopted by the Board of Trustees, April 1996, Orlando, Florida

Approved by the Board of Trustees, November 9, 2007, Sevierville, Tennessee

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